



RESOURCES OVERVIEW & SCRUTINY PANEL REVISED AGENDA

Date: Thursday, 4 April 2024

Time: 10.00 am

Venue: Council Chamber, Moorlands House, Leek

27 March 2024

1. Apologies for absence, if any
2. Notification of Substitute Members, if any
3. Minutes of the previous meeting (**Pages 3 - 6**)
4. Urgent items of Business, if any (24 hours notice to be provided to the Chairman)
5. Declaration of Interests:
 - i. Disclosable Pecuniary Interests;
 - ii. Other Interests.
6. Questions to Portfolio Holders, if any
7. Work Programme (**Pages 7 - 8**)
8. Access to Services / Digital/ OD Strategy
9. Exclusion of the Press and Public

The Chair to move:-

“That, pursuant to Section 100A(2) and (4) of the Local Government Act, 1972, the public be excluded from the meeting in view of the nature of the business to be transacted or the nature of the proceedings whereby it is likely that confidential information as defined in Section 100A (3) of the Act would be disclosed to the public in breach of the obligation of confidence or exempt information as defined in Section 10 I (1) of Part 1 of Schedule 12A of the Act would be disclosed to the public by virtue of the Paragraphs indicated.”

10. Question to Portfolio Holder - Exempt

(Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information))

MARK TRILLO
EXECUTIVE DIRECTOR AND MONITORING OFFICER

Membership of Resources Overview & Scrutiny Panel

Councillor A Hart (Chair)	Councillor A Church (Vice-Chair)
Councillor J Aberley	Councillor T Holmes
Councillor K Hoptroff	Councillor C Jebb
Councillor M Johnson	Councillor L Malyon
Councillor A Parkes	Councillor P Roberts
Councillor D Shaw	Councillor C Smith
Councillor L Whitehouse	Councillor M Worthington

STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

**RESOURCES OVERVIEW & SCRUTINY PANEL
DECISIONS**

WEDNESDAY, 7 FEBRUARY 2024

PRESENT: Councillor A Hart (Chair)

Councillors A Church, T Holmes, K Hoptroff, C Jebb, L Malyon,
A Parkes, P Roberts and M Worthington

IN ATTENDANCE: Councillor(s) C Atkins, P Barks, Flunder, M Gledhill, P Hughes,
D Pascall, Proudlove, L Swindlehurst, M Swindlehurst and C Wood

APOLOGIES: Councillors J Aberley, M Johnson, D Shaw and L Whitehouse

28 **NOTIFICATION OF SUBSTITUTE MEMBERS, IF ANY**

The following substitutions were made:

Councillor Flunder for Councillor Aberley
Councillor Hughes for Councillor Shaw
Councillor L Swindlehurst for Councillor Johnson
Councillor Pascall for Councillor Whitehouse
Councillor Barks for Councillor Smith

29 **MINUTES OF THE PREVIOUS MEETING**

RESOLVED:

That the minutes of the previous meeting held on 22 November 2023, be approved.

30 **URGENT ITEMS OF BUSINESS, IF ANY (24 HOURS NOTICE TO BE PROVIDED TO THE CHAIRMAN)**

There were none.

31 **DECLARATION OF INTERESTS:**

None were declared.

32 **QUESTIONS TO PORTFOLIO HOLDERS, IF ANY**

There were none.

33 **WORK PROGRAMME**

RESOLVED:

That the Work Programme be approved.

34 **ALLIANCE NORSE ANNUAL REVIEW OF PERFORMANCE - TONY TAYLOR, OPERATIONS DIRECTOR (PRESENTATION)**

Members were given a presentation which covered the following topics;

- Background and Introduction
- People Structure Overview
- Finance Overview
- KPI's
- Compliance – Legislation

Discussions centred around specific issues concerned with maintenance and cleaning, lack of investment, capital costs, objectives and future plans to maintain efficiency, sub-contractor overspend, use of local contractors and generating more activity to use the Disabled Facilities Grant funding.

RESOLVED:

- 1) That the presentation be received;
- 2) For the figures (split between HPBC & SMDC) on the capital programme income and expenditure to be provided to the Panel.

35 **HEALTH AND SAFETY ANNUAL REPORT 2022-2023**

Members received a verbal summary on the Corporate Annual Health and Safety Report.

The report covered the following topics:

- Summary
- Corporate commitment to Health and Safety
- Provision of competent health and safety advice and support
- Systems in place to identify and assess risks to the organisation
- Monitoring of contractors
- Consultative arrangements
- Corporate health and safety training
- Proactive health and safety monitoring
- Reactive health and safety monitoring
- Progress against the action plan for 2022/23
- Proposed plans and targets for 2023/24
- Significant and emerging risks
- Conclusion

Discussion topics included:

Management of asbestos and legionella, increased verbal abuse, closed church yards, inclusion of topics in councillor development programme, updates to legislation and water safety risk assessment.

RESOLVED:

- 1) That the report be noted;
- 2) For members to be briefed on health & safety, lone working & violence and aggression policy.

36 **COUNCIL TAX SECOND HOME AND EMPTY PROPERTY PREMIUM**

Resources Overview & Scrutiny Panel - 7 February 2024

Consideration was given to a report concerning council tax premiums for empty homes and second homes.

The report covered the following topics:

- Recommendation
- Executive Summary,
- Link to Corporate Priorities
- Options and Analysis
- Implications
- Background
- Empty Homes
- Current Premiums
- Additional Income
- Second Homes
- Exemptions to Premiums.

Members debated properties being renovated including long term renovation projects, long term empty properties, frequency of inspection, housing crisis and individual cases.

RESOLVED:

- 1) That the report be noted;
- 2) The Panel recommended Cabinet approval of the following:-
 - a) Implement the premium of 100% for properties that have been empty for over one year (applied to properties over two years currently) from 1 April 2024.
 - b) Implement the maximum premium of 100% for second homes from 1 April 2025 (this being the earliest that the new charge can apply, as legislation states that twelve months' notice is required to be given to existing owners of second homes).
 - c) Where premiums are to be applied, the Council is mindful of the current consultation by government, which recommends exceptions in certain circumstances outlined within this report. Subject to the outcome of that consultation, it is recommended that the Section 151 Officer be given delegated powers to implement the Council's policy on premiums in line with statute, the Council's requirements and any guidance given by the Secretary of State.

37 **WORKFORCE DEVELOPMENT - WORKFORCE SURVEY OUTCOMES**

Members received a verbal summary of the SMDC Employee Survey 2023.

The report covered the following topics:

- Executive Summary
- Link to Corporate Priorities
- Implications
- Summary of the results and an action plan.

Resources Overview & Scrutiny Panel - 7 February 2024

Members welcomed the positive report, the inclusion of trends and comparisons in future reports was noted along with how staff could be encouraged to complete the survey.

RESOLVED:

That the report be noted.

38 EXCLUSION OF THE PRESS AND PUBLIC

The Chair moved:-

“That, pursuant to Section 100A(2) and (4) of the Local Government Act, 1972, the public be excluded from the meeting in view of the nature of the business to be transacted or the nature of the proceedings whereby it is likely that confidential information as defined in Section 100A (3) of the Act would be disclosed to the public in breach of the obligation of confidence or exempt information as defined in Section 10 I (1) of Part 1 of Schedule 12A of the Act would be disclosed to the public by virtue of the Paragraphs indicated.”

39 TO APPROVE THE EXEMPT MINUTES FROM THE PREVIOUS MEETING

RESOLVED:

That the exempt minutes of the previous meeting held on 22 November 2023, be approved.

The meeting closed at Time Not Specified

_____Chairman

Aim 1 Help create a safer and healthier environment for our communities to live & work	Aim 2 Use resources effectively and provide value for money
Aim 3 Help create a strong economy by supporting further regeneration of towns and villages	Aim 4 Protect and improve the environment

Resources Overview & Scrutiny Panel Work Programme					
Date	Work Item	Scrutiny Role	Work Item Detail	Responsible Officers	Narrative
24 May 2023	Bite-size Briefing	Overview	Overview of scrutiny	Executive Director – Finance & Customer Services	
4 October 2023	Asset Management Plan	Policy Development	Asset Management Strategy	Head of Assets	
	Introduction to the Efficiency Programme	Policy Development	Introduction to the Efficiency Programme	Executive Director - Finance & Customer Services	
22 November 2023	Workforce Development	Performance	Annual Trade Union Liaison Update	Head of OD & Transformation	
		Policy Development	Training / Development / Apprentices / Graduates	Head of OD & Transformation	
	Alliance Norse Delivery	Performance	Annual Review of Performance	Head of Assets Alliance Norse	Deferred
	Efficiency Programme	Policy Development	Ongoing Development	Head of Finance	
7 February 2024					
	Council Tax Second Home and Empty Property Premium	Policy Development & Effectiveness	Review of Existing and Development of Revised Policies	Head of Revenues & Benefits	
	Workforce Development	Policy Effectiveness	Workforce Survey Outcomes	Head of OD & Transformation	
	Alliance Norse Delivery	Performance	Annual Review of Performance	Alliance Norse	
	Annual Health & Safety Report 2022/2023	Policy Effectiveness	Annual report	Corporate Health & Safety Manager	

4 April 2024					
	Access to Services / Digital / OD Strategy	Project Implementation	Review of Implementation	Head of OD & Transformation Head of Customer Services	